

## **Eligibility Verification and Prior Authorization: Key to Preventing Claim Denials and Improving Revenue**

In the complex world of medical billing, two crucial processes — [eligibility verification and prior authorization](#) — often determine whether your practice gets paid on time or not at all. These front-end steps may seem routine, but they form the foundation of a clean claims process and healthy revenue cycle.

This article explores what eligibility verification and prior authorization are, how they work, and why they are essential for avoiding denials, improving patient satisfaction, and ensuring financial success in any healthcare practice.

### **What is Eligibility Verification?**

**Eligibility verification** is the process of confirming whether a patient's insurance policy is active and covers the medical services being scheduled. It involves checking:

- Plan status (active/inactive)
- Type of coverage (HMO, PPO, Medicare, Medicaid)
- Covered services and procedures
- Patient co-pays and deductibles
- In-network vs. out-of-network rules
- Referral or prior authorization requirements

Failure to verify eligibility can result in claim denials, billing errors, and unpaid balances — all of which delay reimbursement and damage patient trust.

### **What is Prior Authorization?**

**Prior authorization**, also called pre-authorization or pre-certification, is the process of obtaining approval from the insurance company **before** certain services are rendered. Insurers may require prior authorization for:

- Diagnostic imaging (MRI, CT scans)
- Surgical procedures
- High-cost medications
- Physical therapy and rehab

Without prior authorization, the claim may be **automatically denied**, regardless of the medical necessity.

Learn more about our [authorization services](#) designed to reduce denials and speed up approvals.

### Why Are These Two Steps So Important?

Here's why **eligibility verification and prior authorization** are critical for healthcare providers:

Benefit	Eligibility Verification	Prior Authorization
Prevents denials	✓	✓
Confirms coverage	✓	✓
Ensures payment	✓	✓
Avoids rescheduling	✓	✓
Improves patient trust	✓	✓

Skipping these steps can result in:

- Surprise patient billing
- Claim rejections
- Revenue loss
- Delays in care
- Staff burnout due to rework

### The Impact on Revenue Cycle Management (RCM)

The revenue cycle begins **before the patient even steps into the clinic**. If eligibility and prior authorization are handled incorrectly at this early stage, everything that follows — from billing to collections — is affected.

A strong front-end process leads to:

- Fewer denied claims
- Higher clean claim rates

- Faster reimbursements
- Reduced rework and staff burden

Ready to optimize your front-end revenue cycle? [Explore our solutions.](#)

### Common Mistakes That Lead to Denials

#### 1. Not verifying insurance for every visit

Coverage may change monthly. Always verify, even for returning patients.

#### 2. Missing prior auth requirements

Every payer has different rules. Stay updated on which procedures require pre-approval.

#### 3. Incorrect patient information

Wrong name, date of birth, or policy number = automatic denial.

#### 4. Delays in submitting authorization

Waiting too long may result in expired auth or delayed scheduling.

#### 5. Failure to document

No authorization number on file? Claim likely to be rejected.

### 7 Best Practices to Improve Eligibility and Authorization

#### 1. Automate Eligibility Checks

Use RCM software or clearinghouse integration to verify insurance coverage instantly. Real-time checks reduce manual effort and eliminate errors.

#### 2. Verify at Every Appointment

Patients often change employers, plans, or coverage levels. Always re-verify insurance — even for long-term or follow-up patients.

#### 3. Use Prior Auth Portals

Most major payers now offer online authorization portals. Train your staff to submit and track requests through these systems to save time.

#### 4. Track Denials by Category

Create a denial report sorted by “eligibility” and “authorization.” This helps you identify whether your front-end processes are causing back-end revenue loss.

#### 5. Train Front Desk and Scheduling Teams

Your scheduling and intake staff are your first line of defense. Provide regular training on payer rules, required documentation, and how to handle coverage exceptions.

## **6. Maintain Authorization Logs**

Always document:

- Auth number
- Payer contact info
- Approval dates
- Notes from payer calls

Keep a digital log connected to each patient's record and submitted claim.

## **7. Outsource to Experts**

Many healthcare organizations struggle with bandwidth and payer complexity. Outsourcing eligibility and authorization to an RCM partner like Medsol ensures:

- Dedicated team
- Quicker turnaround
- Fewer denials
- Transparent tracking

[Let Medsol handle your eligibility & authorization](#) while you focus on patient care.

### **Real Results from Streamlined Processes**

A multi-location urgent care center partnered with Medsol RCM to outsource eligibility and prior auth. In just 60 days, they achieved:

- 42% reduction in front-end related denials
- 23% faster claim reimbursements
- Zero scheduling delays due to missing authorizations

The result? A smoother patient experience and healthier cash flow.

### **Frequently Asked Questions**

**Q1: How long does prior authorization take?**

It varies by payer and procedure, but typically 2–5 business days. Automated systems help speed this up.

**Q2: Can prior auth be done retroactively?**

Some payers allow this under emergency cases, but not always. It's risky — never rely on it.

**Q3: Who is responsible — provider or patient?**

The provider is responsible for initiating eligibility checks and prior auth. Patients should be informed, but not burdened.

### **Final Thoughts**

Your revenue cycle starts **before treatment begins**. By ensuring strong eligibility verification and prior authorization workflows, you can:

- Reduce preventable denials
- Accelerate reimbursement timelines
- Improve patient satisfaction
- Minimize administrative stress

These two simple steps have an outsized impact on your billing outcomes. If you're struggling with denials, delayed payments, or overwhelmed staff, it's time to upgrade your process.

### **Need Expert Help?**

At **Medsol RCM**, we specialize in eligibility verification, prior authorization, and full-service medical billing. Whether you're a solo provider or large group practice, our team ensures accuracy, speed, and compliance — so you can focus on care.

[Talk to our specialists today](#) for a free consultation.